



## **CITY OF ROANOKE OFFICE OF THE CITY MANAGER**

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February 21, 2006

Honorable C. Nelson Harris, Mayor  
Honorable Beverly T. Fitzpatrick, Jr., Vice Mayor  
Honorable M. Rupert Cutler, Council Member  
Honorable Alfred T. Dowe, Jr., Council Member  
Honorable Sherman P. Lea, Council Member  
Honorable Brenda L. McDaniel, Council Member  
Honorable Brian J. Wishneff, Council Member

Dear Mayor Harris and Members of City Council,

Subject: Funding for Western Virginia  
Workforce Development Board Work-  
Force Investment Act (WIA) Capacity  
Building Activities

### **Background:**

The City of Roanoke is the grant recipient for Workforce Investment Act (WIA) funding; thus, City Council must appropriate the funding for all grants and other monies received in order for the Western Virginia Workforce Development Board to administer WIA programs. The Western Virginia Workforce Development Board administers the federally funded Workforce Investment Act (WIA) for Area 3, which encompasses the counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, and the cities of Covington, Roanoke, and Salem.

The Western Virginia Workforce Development Board has received a Memorandum Of Understanding (MOU), from the Virginia Employment Commission, allocating WIA funds, from the Governor's Statewide Discretionary Funds, to be used for the following activities:

1. Reassessment of the workforce board and one-stop operating system structure, policies and procedures with the intent to improve workforce board efficiency, in collaboration with economic development and overall customer service, and add business services.
2. Activities identified as necessary to implement findings that result from the above reassessment.

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The MOU received, from the Virginia Employment Commission, allocates \$12,100, for capacity building activities, to the Western Virginia Workforce Development Board, to be used for costs incurred from October 1, 2004 through June 30, 2006. Funds are available, from the Virginia Employment Commission, with no additional cost to the City.

Recommendations:

Accept the Western Virginia Workforce Development Board Workforce Investment Act Capacity Building funding of \$12,100.

Adopt the accompanying budget ordinance to establish revenue estimates and appropriate funding in accounts to be established by the Director of Finance in the Grant Fund.

Respectfully submitted,



Darlene L. Burcham  
City Manager

c: Mary F. Parker, City Clerk  
William M. Hackworth, City Attorney  
Jesse A. Hall, Director of Finance  
Sherman M. Stovall, Director of Management and Budget  
Rolanda B. Russell, Assistant City Manager for Community Development  
Jane R. Conlin, Director of Human/Social Service

CM06-00024

Account numbers for WDB Capacity Building Grant:

Wages	035-633-2327-8050	\$3,000.00
Fees For Professional Services	035-633-2327-2010	\$8,000.00
Meeting Room Rental	035-633-2327-3075	\$850.00
Supplies	035-633-2327-8055	\$250.00
	Total	<u>\$12,100.00</u>